C (II). LOWER SUBORDINATE BRANCH—*concluded.*

Leave.

Foresters' and Guards' leave rules.

56. The privilege leave rules for members of the Lower Subordinate staff of the Foresters grade and Guards are governed by the Civil Service Regulations.*

Pension and Gratuity.

Pension and gratuity admissible to lower subordinates.

57. The rules applying to the Lower Subordinate Forest Service for pension and gratuity are governed by the Civil Service Regulations. The 16th of the month should be treated, for purposes of pension, as the date of birth of an officer in whose case year and month of birth are known, but precise date is unknown.†

D. Clerical Establishment.

Appointments.

Qualification for clerkship.

58. Candidates eligible for employment as clerks in the Forest Department must hold the following certificates:—A pass certificate for the Bombay University School Final Examination, or the full Senior Commercial Examination of the London Chamber of Commerce, or the Second Grade Public Service Certificate Examination.‡

Clerical establishment.

59. The clerical establishment in Bombay is composed of the following appointments:—

Circle.	Head Accountant on pay Rs. 120.	Clerks on pay Rs.										
		100	80	60	50	45	40	35	30	25	20	15§
Central Circle	...	1	1	1	9	...	2	...	8	...	15	16
Southern „	...	1	1	1	7	...	6	...	9	...	11	8
Northern „	...	1	...	1	7	...	5	1	9	...	9	14
Sind „	1	...	1	...	1	4	...	1	2	3	3	5
Total ...	1	3	3	3	24	4	13	2	28	3	38	43

* No. 104 (Financial), dated India Office, London, 15th July 1904.

† Government Resolution No. 806, Financial Department, dated 15th February 1908.

‡ Government Resolution No. 1362, dated 7th July 1903, and Notification No. 1764, dated 2nd September 1903.

§ Government Resolutions No. 2586, dated 10th September 1885; No. 2913, dated 13th October 1885; and No. 2976, dated 23rd October 1885.

I. Constitution of the Forest Department.

D. CLERICAL ESTABLISHMENT—*continued.*

Allowances.

Special allowances to clerical establishment of the Surat Division while serving in the Dángs.

60. A grant of local allowance to the clerical staff of Rs. 5 per mensem, during the working season, is sanctioned in connection with the Dángs.*

Puttiwallas.

61. The sanctioned number of havildars, naiks and peons is as follows :—

Name.	Number.	Rate of pay per mensem.	Total.
		Rs.	Rs.
Central Circle.			
Havildars	1	12	12
	11	10	110
Naiks	16	9	144
Peons	28	8	224
Total	56	...	490
Northern Circle.			
Havildars	1	12	12
	10	10	100
Naiks	16	9	144
Peons	27	8	216
Total	54	...	472
Southern Circle.			
Havildars	1	12	12
	8	10	80
Naiks	14	9	126
Peons	28	8	224
Total	51	...	442
Sind Circle.			
Havildars	1	12	12
	5	10	50
Naiks	6	9	54
Peons	14	8	112
Total	26	...	228
Grand Total	187	...	1,632

Peons in the Divisional and Sub-Divisional Forest Offices in Surat serving in the Dángs are granted an extra allowance of Rs. 2 per mensem.†

* Government Resolution No. 1365, dated 14th April 1903.

† Government Resolutions No. 1481, dated 1st July 1902; and No. 2923, dated 2nd May 1903.

No. 55.

Section 61. Page 22.

Strike off the table under "Sind Circle" and *substitute* the following :—

The sanctioned number of havildárs, náiks, and peons is as follows :—

Circle.	Havildárs on pay. Rs.	Náiks on pay. Rs.		Peons on pay. Rs.		
	13	12	10	10	9	8
Sind Circle	1	3	3	10	3	8

NOTE.—Two peons and 1 junior clerk for the Sub-Divisional Forest Officer, Sukkur, are included in the above statements.

Section 60, page 22.

Add to this the following clause :—

"A local allowance of Rs. 5 a month is sanctioned to each clerk in the Divisional Forest Office, Dhárwár, while actually doing duty at head-quarters, and so long as the Divisional Office is situated as at present outside municipal limits. (Government Resolution No. 2334, dated 6th March 1912, Financial Department)."

Page 22.

Insert the following in its proper place :—

"60a. Subordinate officers of all Departments, whose salary does not exceed Rs. 100 per mensem, should, while travelling during the months of June to September, in the Konkan District, be granted mileage at the special rate of annas four a mile, and daily allowance at 50 per cent. more than that admissible to them under the Civil Service Regulations. (Government Resolution No. 2289, dated 10th June 1913, Financial Department)."

D. CLERICAL ESTABLISHMENT—*concluded.*

Office Libraries.

Head clerks to be in charge of office libraries.

62. The whole responsibility of arranging and looking after the library books in each office remains with the head of the clerical establishment.*

E. Temporary Establishment.

Appointment of temporary establishment.

63. Local Governments may delegate to Conservators and Deputy Conservators of Forests power to sanction such temporary establishments as are required from year to year for their respective Circles within the limit of the annual Budget allotment, on this account for each Circle, provided that no appointment shall be created which the Local Government itself would not be competent to create. A maximum rate of pay should be laid down by the Local Government for each class of establishment that will be entertained under these orders.†

The maximum rate of pay sanctioned for temporary establishment.

64. The maximum rates shown below are sanctioned for all the Circles for each class of establishments :—

	Maximum rate.
	Rs.
Office Establishment.	
Clerks	50
Peons	10
Sweepers	5
Survey Establishment.	
Surveyors	60
Draftsman	60
Mukadum	10
Chainman	10
Protective and other Establishment.	
Ranger	60
Forester	40
Forest guards	15
Depôt officers	20
Depôt peons	8
Tindals	12
Lascars	9
Malis	18
Gardeners	12
Labourers (hedge coolies)	8
Labourers (garden coolies)	9
Mukadum of labourers	10
Establishment on daily wages	8 annas. ‡

* Government Resolutions No. 5574, dated 17th August 1903; and No. 684, dated 30th January 1903.
† Government Resolution, Revenue Department, No. 2045, dated 15th March 1904.
‡ Government Resolution No. 5181, dated 7th July 1904.